

**ÅBO AKADEMI UNIVERSITY**

[www.abo.fi](http://www.abo.fi)

## **PRIVACY NOTICE**

According to the EU General Data Protection Regulation GDPR (EU 679/2016), Art. 13-14

### **The notice concerns:**

Development, evaluation, other (events, etc.)

### **CHARM-EU Sprint Meeting**

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#### **Data controller**

Åbo Akademi University  
Tuomiokirkontori 3  
20500 Turku  
Finland

Åbo Akademi University is controller for the personal data collected and processed in the university's activities – in teaching, guidance, research, administration, and cooperation, internally and externally.

Responsible unit for the processing that is described in this document:  
University Services, Financial Services, Executive Administrative Office

Contact person: Pia Le Grand, [pia.legrand@abo.fi](mailto:pia.legrand@abo.fi), +358503211400

Data Protection Officer at Åbo Akademi University: [dataskydd@abo.fi](mailto:dataskydd@abo.fi), +358 2 215 31 (switchboard)

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#### **Why do we treat your personal data?**

The personal data collected from you are used to manage the CHARM-EU networking event Educational Innovation in Language Teaching 2024. We will also take pictures, which may be published on the ÅAU website ([www.abo.fi](http://www.abo.fi)), CHARM-EU Website ([www.charm-eu.eu](http://www.charm-eu.eu)) and in ÅAU's and CHARM-EU's social media channels.

**According to GDPR there must always be a legal basis for processing personal data. The legal basis for processing your personal data is:**

**Consent:** Consent means that you are consulted and answer yes (by written or oral statement) to that your personal data is processed for a specific purpose. You give your consent completely voluntary after that you have been informed about how your personal data is processed (i.e. collected, stored, shared, archived, etc.). When consent is the only legal basis for processing your personal data, you have the right to withdraw your consent at any time. You can notify that you have regretted your consent by sending an e-mail to [registrator@abo.fi](mailto:registrator@abo.fi). The processing completed before you withdrew consent is not affected.

- Pictures are taken and published on the basis of consent. The pictures may be published on the ÅAU website ([www.abo.fi](http://www.abo.fi)), CHARM-EU Website ([www.charm-eu.eu](http://www.charm-eu.eu)) and in ÅAU's and CHARM-EU's social media channels.

**Legitimate interest:** It is necessary to process personal data for a purpose that concerns the legitimate interest of Åbo Akademi University or another party. Your personal data can then only be processed if a balancing test shows that the protection of your personal data does not outweigh the legitimate interest. Legitimate interest cannot be a legal basis when Åbo Akademi University performs its statutory university tasks.

- The information for registration is collected on the basis of legitimate interest.

### **Which personal data is processed and by whom?**

The following data are processed:

- First name
- Surname
- Email
- Phone number
- Institution
- Dietary Wishes
- Wishes regarding access & participation
- Participation in the social programme
- Picture

The data are processed by ÅAU CHARM-EU Manager Pia Le Grand and Education Manager Mia Panisse.

### **From where do we collect your personal data and how is the data processed?**

Data are collected directly from the individual.

Data for registration and participation are collected via an online form and stored in the *E-lomake* tool on ÅAU's server. Pictures may be published on the ÅAU website ([www.abo.fi](http://www.abo.fi)), CHARM-EU Website ([www.charm-eu.eu](http://www.charm-eu.eu)) and in ÅAU's and CHARM-EU's social media channels. Meetings, including video and audio, are streamed through Zoom to participants who are unable to attend the event in person.

The data collected for registration purposes will be deleted after 30 June 2023. Pictures that are published on the ÅAU website (www.abo.fi), CHARM-EU Website (www.charm-eu.eu) and in ÅAU's and CHARM-EU's social media channels will not be deleted.

**Is your personal data transferred to a third party (outside Åbo Akademi University) for processing?**

No, personal data will not be transferred for processing outside Åbo Akademi University.

**Is your personal data transferred to a third party (outside Åbo Akademi University) for the needs of the third party?**

No, personal data will not be transferred outside Åbo Akademi University.

**Is your personal data transferred outside EU/EEA?**

Data may be temporarily transferred outside the EU/EEA when using WhatsApp and when pictures are published in social media channels.

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**What rights do you have when Åbo Akademi University processes your personal data?**

Åbo Akademi University is responsible for taking appropriate technical and organisational measures to protect personal data against unauthorized or illegal processing and against damage to or loss of personal data. Personal data must always be processed in a fair and transparent manner in accordance with applicable data protection regulations.

**According to the EU General Data Protection Regulation GDPR, you have the right to**

- get transparent information on how your personal data is processed and how you can exercise your rights (Art. 12)
- get access to your personal data at Åbo Akademi University and information on the processing of data (Art. 15)
- have your personal data corrected (Art. 16)
- have your data erased ("the right to be forgotten") in certain situations (Art. 17)
- restrict the processing of your personal data in certain situations (Art. 18)
- have your personal data transferred between systems in certain situations (Art. 20)
- object to the processing of your personal data in certain situations (Art. 21)
- not be subject to automated decision-making, with certain exceptions (Art. 22)

You have also the right to be informed of a personal data breach involving a high risk for your personal data (Art. 34).

**When the purpose of the processing is scientific research, statistics or archival purposes,** the rights may be restricted by the Data Protection Act (1050/2018). Restrictions on rights always require special protective measures.

**If you have questions about your rights,** you can contact the responsible contact person (see above) or the ÅAU Data Protection Officer ([dataskydd@abo.fi](mailto:dataskydd@abo.fi)). See also the overall information on the processing of personal data on the ÅAU website ([www.abo.fi/en/processing-of-personal-data-at-abo-akademi-university](http://www.abo.fi/en/processing-of-personal-data-at-abo-akademi-university)).

**You have the right to lodge a complaint with the data protection authority** if you believe that the processing of your personal data is an infringement of the General Data Protection Regulation (GDPR).

Contact information to the data protection authority  
Office of the Data Protection Ombudsman  
PL 800  
00531 Helsinki  
+358 29 566 6700 (switchboard)  
[tietosuoja@om.fi](mailto:tietosuoja@om.fi)  
[tietosuoja.fi](http://tietosuoja.fi)